○ CPER ○ PPER State of Nevada - Special Pay / Time Adjustment Sheet					
Agency (B/A) Home Org	Agency Name			**For Central Payroll Use Only** Approved (Initials)	
Employee Last Name	Initials Employee ID	Appt ID Input Total	Event Date Event Codes OT Am	nount Explanation	
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Prepared By	Date		Approved By	Date	
Telephone Number			This is to be signed when paying leave balances for terminating employees to certify that all leave taken has been reported and the employee is entitled to payment of the balance(s).		
Entered (Initials)	Date / /		Signature	Date	